

HOLME-NEXT-THE-SEA PARISH COUNCIL

Annual General Meeting of the Parish Council held in Holme-next-the-Sea Village Hall
on Tuesday 9th May 2017 at 7 pm

Present

K Felgate (Chairman) Margaret Easton Gillian Morley Robbie Burton Martin Crown
Murdo Durrant (Clerk) 2 members of the public

The chairman welcomed the public to the meeting and thanked them for their attendance and interest.

1. **To elect a Chair and Vice-Chair to the Parish Council for 2017-18:** Cllr Burton nominated Cllr Felgate to be the Chairman of the Council, this was seconded by Cllr Morley and passed unanimously.
Cllr Morley nominated Cllr Devereaux, seconded by Cllr Burton and passed unanimously.
Cllr Felgate was willing to take on the role, and Cllr Devereaux had previously indicated that she was willing to accept the role of Vice-Chair if elected.
2. **Apologies for Absence and approval of reasons:** Cllr Devereux (holiday).
3. **Declaration of Interest:** Nil.
4. **Confirmation of Minutes:** The minutes of the meeting held on the 11th of April 2017 had been circulated and were proposed as correct by Cllr Burton seconded by Cllr Easton and passed unanimously.
5. **Matters arising (information only):** Cllr Crown commented on the length of the minutes. The Clerk gave the reason for this, a discussion took place and it was agreed unanimously that the Clerk should ensure the minutes included all necessary points but should be shortened where possible.
6. **Public Participation:** Resolution to adjourn the meeting for up to 15 minutes for:
 - (a) Public Participation: Nil
 - (b) Borough Councillor Report: Nil
7. **Planning Applications:**
 - (a) **Any Planning Applications received subsequent to this Agenda:** 17/00735/F variation of condition 10 of planning permission 16/00323/F (replacement dwelling) to amend previously approved drawings Sandy Ridge, Broadwater Road, Holme-next-the-Sea PE36 6LQ. The plans and variations on the above planning application were discussed at length, it was unanimously agreed that the intended building was not in keeping with the surroundings and caused considerable concern to members of the Council due to the implications to the environment in a very sensitive area of countryside. The Council resolved that it would strongly object to the application and request that it be resubmitted as a new application due to the substantial changes to the original plans. The Clerk was to ensure that the Parish Council view was with the local planning authority as soon as possible.
 - (b) **Planning Applications submitted:** Nil.
 - (c) **Other Planning Matters:** Nil.
8. **Neighbourhood Development Plan:**
 - (a) **Working Party Report:**
 1. **Several strands of work have been in progress during the course of the past four weeks**
 - 1.1. The website has been released
 - 1.2. The Environment report has been updated and completed and placed on the website

Signed....*Kevin Felgate*.....Chairman Dated.....13.06.17..... Page
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- 1.3. We have received sampling kits from the Freshwater Habitats Trust. These will be used to collect some basic background data on the Hun and local ponds before the
- 1.4. full water quality tests are carried out by UCL. A trial run in the area close Redwell Marsh Bridge following a dry spell indicates good results for phosphates, but poor results for nitrate pollution. This outcome will influence whether we want to have a "Hun Policy".
- 1.5. We are getting down to some basic policy drafting, starting with some of those that are simpler to tackle. Related to this, we have been in discussions with the BC Planning Policy Team regarding ideas about defining Character Areas for the Parish. The Borough is planning to re-introduce boundaries for all villages in the next version of the Local Plan (currently under review) and have suggested that we should come forward with some proposals as the basis for a policy that which we could agree – and we are now getting some basic ideas onto maps which we reviewed with Bob Bowman last week.
- 1.6. Meanwhile we have asked our town planning consultant to advise us on an appropriate employment / retail policy for Drove and he is drafting something for us to consider.

2. Meetings

- 2.1. Meetings with local landowners have continued to discuss their aspirations for their land during the Plan period and to explore the possibilities of support for our NDP policies – including suggestions put forward by consultees, notably the possible extension of the footpath network.
- 2.2. We held a very productive meeting with Andrew Jamieson of Drove Orchards and exchanged suggestions for policies and projects that could be incorporated into the Plan. He has offered to help with contacts and contributed some thinking to some of the suggestions we had from the consultations – notably wrt an Environment / Visitor Centre.
- 2.3. We have also had a further meeting with the NCP, attended by Gemma Clark an Environmental Planner who has taken over some of the work of Tim Venes (now retired). We hope to continue Margaret's cooperation with NCP, working closely on policy development and they have asked if we would contribute to an NDP event they want to organise.

(b) **Website:** See above for report.

9. **Highways:** The Chairman reported on the clearing out of main rain drains, which help rectify the flooding problem. He further reported that a culvert in Eastgate had collapsed beside a part demolished sluice on land that may now be owned by Lord Melchett. It was resolved that the Council should ascertain who owned the land so that repairs could be made to prevent further damage. Clerk to contact Sally Bettison to see if Highways have knowledge of owner.

10. Village Matters.

- (a) **Village Information Network (VIN):** The VIN is working well and proving invaluable.
- (b) **Beach Road Willow Trees:** Still awaiting quotes.
- (c) **Flooding issue Peddars Way:** Due to the dry weather this has not been a problem recently.
- (d) **Oil contamination Kirkgate/ Peddars Way:** Does not seem to be a problem at this time, Chairman will monitor for the future.
- (e) **Visitors book for council meetings:** Clerk had not yet purchased one, hoped to do so for next meeting.
- (f) **Damage to Holme-next-the-Sea sign:** No one was able to shed any light on what happened to the Viking ship on top of the sign. It had been seen lying on the ground several weeks ago but had then vanished. Inquiries in the village had produced no information. Agenda item for next meeting to discuss how to arrange obtaining a new one.

11. Finance:

- i. **Parish Partnership Funding 2016/17** - Bus Shelter. The bus shelter had now been completed, builders paid and the money from the Parish Partnership had been received into the bank.
- ii. **Bank Authority for Parish Clerk** Still waiting on Barclays changing the details.
- iii. **Laptop, Projector and Hard Drive Costings**. The Chairman had purchased the lap top, screen, projector and hard drive for use by the Council at a cost of £1033.67. This was just over with the proposed budget of £1000. It was proposed that this be paid by Cllr Burton, seconded by Cllr Crown and passed unanimously.
- iv. **Electronic Accounts Proposal**. The Chairman put forward to the Council that the Clerk was happy to continue to use the Excel system used by Mrs Jones when she was Clerk. Other systems were discussed. It was resolved that the clerk should contact the internal auditor and seek his advice as to the best system for the accounts.
- v. **Village Hall Accounts**. The Village Hall accounts were presented by the Clerk, they were proposed as correct by Cllr Felgate, seconded by Cllr Easton and passed unanimously.
- vi. **Replacement fire extinguisher for Village Hall & conversions of coin meters**. Cllr Burton explained that the Village Hall had been required to have a new fire extinguisher at the last fire inspection at a cost of £201. He went on to inform the council that the meters for heating in both the small meeting room and large hall would have to be changed to take account of the new £1 coins. The cost for the meeting room would be £3.60 and could be done easily, the main hall would cost £50.40 + VAT. This would have to be done, a rise in rental costs should cover the outlay. Proposed by Cllr Burton seconded by Cllr Easton, passed unanimously.
- vii. **Approval of proposed payments and Direct Debits as show at Annex A ***
Proposed by Cllr Easton, seconded by Cllr Morley, passed unanimously.

12. **Correspondence Circulated:** All correspondence had been circulated by email with the exception of Cllr Needham, who had received hard copies.

13. **Date of next Parish Council Meeting** - Tuesday 13th June 2017 at 7 pm in the Village Hall.

Annex A

E-ON	£57.95	Street lighting March 2017	DD
Jamie Bridges (Lawnwright)	£534.50	Grass cutting March-April 2017	Ch 101358
NALC	£97.87	Subscriptions 2017-18	Ch 101359
Kevin Felgate	£1033.67	Laptop, projector, screen and external hard drive	Ch 101357
Murdo Durrant	£295.62	Pay + Expenses for April 2017	Ch 101360
HMRC	£67.47	Clerk PAYE for April 2017	Ch 101361

